

## **EXHIBIT 2**

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**From:** Dallas Brewer - QMAAA <dallas.brewer@gsa.gov>  
**Sent:** Thursday, May 31, 2018 1:07 PM  
**To:** Conti, Chris  
**Cc:** Matthew Gormley - QMA; Joseph F. Continetti; Dana Simpkins; Lalitha Moses; Calvin Pittman - H1FA  
**Subject:** GSA Freedom of Information Act (FOIA) Request GSA-2018-000823 - Request for Clarification

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good Afternoon Mr. Conti,

This is in reference to your General Services Administration (GSA) Freedom of Information Act Request (FOIA) (**GSA-2018-000823**) where you are requesting:

*1) The Standard Form 1149 and attached documents reflecting the contract award to Fleet Vehicle Source, Inc. dba US Fleet Source re: Solicitation No. QMAA-F6-170011-D; Contract Award No. GS-30F-HA007. 2) All documents reflecting bids and/or responses to any Request for Proposals ("RFP") submitted to the Agency on behalf of Fleet Vehicle Source, Inc. dba US Fleet Source re: Solicitation No. QMAA-F6-170011-D; Contract Award No. GS-30F-HA007. 3) All communications with Fleet Vehicle Source, Inc. dba US Fleet Source, including its agents, officers, and/or employees re: Solicitation No. QMAA-F6-170011-D; Contract Award No. GS-30F-HA007. 4) The Standard Form 1149 and attached documents reflecting any other contract awards to Fleet Vehicle Source, Inc. dba US Fleet Source during the last twelve (12) months. 5) All documents reflecting any other bids and/or responses to RFP requests submitted to the Agency on behalf of Fleet Vehicle Source, Inc. dba US Fleet Source during the last twelve (12) months. 6) All communications with Fleet Vehicle Source, Inc. dba US Fleet Source, including its agents, officers, and/or employees, regarding any other solicitations or RFP requests of the Agency during the last (12) months.*

The Freedom of Information Act provides authority to Federal Agencies to release documents that are specifically identified by the requester. It does not require an Agency to do an all-encompassing search of all records in order to respond to requests. As written, we need additional clarification to complete your request.

The Office managing your FOIA needs additional information in order to proceed with your FOIA. FOIA requests should describe the records being requested in sufficient detail to help an employee clearly identify the correct records. The description should include, at the very least, the subject matter, date or timeframe, and if known, the component of GSA housing the records. Please clarify your request by letting us know the following information:

1. Please provide the specific subject matter, date, and timeframe for your request for "all documents" reflecting bids and/or responses to any Request for Proposals ("RFP") submitted to the Agency on behalf of Fleet Vehicle Source, Inc. dba US Fleet Source re: Solicitation No. QMAA-F6-170011-D; Contract Award No. GS-30F-HA007. "All documents" as it stands is very broad in nature.

2. Please provide the specific subject matter, date, and timeframe for your request for "all communications" with Fleet Vehicle Source, Inc. dba US Fleet Source, including its agents, officers, and/or employees re: Solicitation No. QMAA-F6-170011-D; Contract Award No. GS-30F-HA007. "All communications" as it stands is very broad in nature.

3. Your request refers to a "Standard Form 1149". There is no Standard Form 1149 in the GSA Forms library (<https://www.gsa.gov/reference/forms#1001-2000>). Please clarify and confirm which GSA Standard Form, if any, for which you are requesting information.

4. Please provide the specific subject matter, date, and timeframe relating to your request for "all documents" reflecting any other bids and/or responses to RFP requests submitted to the Agency on behalf of Fleet Vehicle Source, Inc. dba US Fleet Source during the last twelve (12) months. "All documents" as it stands is very broad in nature.

5. Please provide the specific subject matter, date, and timeframe relating to your request for "all communications" with Fleet Vehicle Source, Inc. dba US Fleet Source, including its agents, officers, and/or employees, regarding any other solicitations or RFP requests of the Agency during the last (12) months. "All communications" as it stands is very broad in nature.

These clarifications are necessary to determine if any documents or communications would be protected by the Procurement Integrity Act or other applicable statute, and whether any reproduction fees will apply depending on the actual scope of the request.

Please provide the requested clarifications by June 14, 2018, otherwise we will interpret this as you no longer being interested in the matter and your FOIA request will be canceled without further notification on our part. This action does not constitute a denial of your request nor does it affect your rights to submit future FOIA requests to this Agency.

Please reference FOIA Request number **#GSA-2018-000823** when you respond.

Sincerely,

Dallas W. Brewer  
Contracting Officer  
U.S. General Services Administration  
Federal Acquisition Service  
Light Vehicles Acquisition Branch (QMAAA)